



STANDARD OPERATING PROCEDURE · SOP-M03 · GFVX

Selling to the Corp Buyback

Turn ore, loot, and other goods into ISK at home, without a Jita trip

Applies to	Every GFVX member with a linked, in-corp pilot
Where	galacticfrontierventures.com/buyback, then your private Discord order thread
Time needed	About 10 minutes, plus staff review
You need	Your EVE login, the Discord account you use in GFVX, and the items in a station hangar

What This Is For

The corp buyback buys almost anything you can sell, at home, at a fair policy rate based on the **Jita buy price** (currently 90% for most items). You paste your items into the website, get an instant quote, and create an order. Staff then finish the trade with you in a private Discord thread and pay you.

The short version

Copy items in EVE, paste them on the buyback page, check the quote, and create the order. In your private Discord thread, make a Private Item Exchange contract to our holding corporation, **Aurelia Asset Holdings**, then press **I Created the Contract**. An officer accepts it and you are paid.

Before You Start

- ☐ Your pilot is in GFVX.
- ☐ Your pilot is linked to your Discord account in the Member Portal (see **SOP-M02**). You only do this once.
- ☐ The items are in a station hangar you can reach, ideally at home in Zhilshinou.
- ☐ You do not already have a website order waiting to be opened in Discord. Only one can wait at a time; once it is open you can start another.

Step 1: Copy Your Items in EVE

1. Open the inventory window that holds the items (your item hangar or a container).
2. Switch the window to **List** view so every item shows on its own row with a quantity.
3. Click any item, press **Ctrl+A** to select everything, then **Ctrl+C** to copy.

You can also type items by hand, one per line, as `Item name x 100` or `100 x Item name`.

Step 2: Paste and Get Prices

1. Go to galacticfrontierventures.com/buyback.
2. Click in the **Items and quantities** box and press **Ctrl+V**.
3. Click **Get Jita prices**.
4. If the page asks you to sign in, click **Sign in with EVE**, then **Verify Discord**, then try again. Your sign-in lasts for the browser session.

Large first-time quotes can take a few seconds while Jita prices load.

Step 3: Check Your Quote

Each row of the quote shows:

Column	What it means
Jita buy / unit	The best visible Jita 4-4 buy order, cached up to five minutes
Policy	The rate that applies to that item and its category, for example <i>90% · Compressed ore</i> . A wanted bonus label means the item is on the Wanted Board and you are getting its bonus rate (see SOP-M04).
Buyback / unit	What the corp pays per item
Line estimate	Buyback per unit times your quantity

The **total** at the top adds up every priced line.

Lines marked for price review

If an item has no reliable Jita price, it shows a note instead of a price and is left out of the total. It is not valued at zero: it still goes to staff with your order, and they price it by hand.

If a row shows **Could not read these lines**, fix those lines in the paste box (each needs an item name and a quantity) and click **Get Jita prices** again.

Step 4: Create Your Order

1. Check the **Current / delivery location** field. It defaults to our home station, *Zhilshinou IX - Imperial Armaments Factory*. Change it if your items are somewhere else.
2. Click **Create buyback order**.
3. Wait on the page. The message changes to **Request received** while the bot opens your order. This usually takes under a minute. Do not submit it again.
4. When it says your order is open, click **Open your private Discord order**.

Step 5: Open Your Order Thread

Your private thread lives in **#ore-buyback** and is named after your order, for example *bb-000123-yourcharacter*. Only you and buyback staff can see it. The bot posts:

- your order card with the order number (for example **GFV-BB-000123**) and status,
- the **website quote snapshot**: every line with its quantity, category, and rate (Wanted Board lines are marked  **Wanted board bonus**),
- the full item list as a text file, and
- the **contract instructions**, if your order is ready.

If any item could not be priced, the order starts in **Pricing review**. Wait: staff price those items and post the final payout in the thread before you contract anything.

Step 6: Create the Contract in EVE

Follow the instructions in your thread exactly. They look like this: *Create a 3-day Private Item Exchange contract to Aurelia Asset Holdings for X ISK*.

1. In EVE, open **Contracts** and choose **Create Contract**.
2. Contract type: **Item Exchange**. Availability: **Private**. In the name box type **Aurelia Asset Holdings** and pick the corporation.
3. Add every item from your order.
4. Set **I will receive** to the exact ISK amount from your thread. The website quote already includes the buyback rate, so do not discount it again.
5. Expiration: **3 days**.
6. Description: copy it from your thread. It is your order number and character, for example `GFV-BB-000123 | Your Character`.
7. Create the contract.

Contract to Aurelia Asset Holdings only

The only correct recipient is the corporation **Aurelia Asset Holdings**, our holding company. Never contract buyback items to **My Corporation**, to **GFVX**, or to any individual character, including the old buyback character. Contracts to anyone else cannot be processed.

Why a holding corporation?

Several officers have characters in Aurelia Asset Holdings, so any of them can accept your contract and pay you. Orders no longer wait for one person to be online.

Step 7: Tell the Bot You Contracted

1. In your order thread, press **I Created the Contract**.
2. In **Type the contract recipient**, type `Aurelia Asset Holdings` (capitals do not matter).
3. Optionally paste the EVE contract ID.
4. Submit. The order moves to **Contract created** and staff are notified.

Step 8: Get Paid

1. An officer with a character in Aurelia Asset Holdings checks your contract in EVE and accepts it. Accepting an Item Exchange pays you the agreed ISK in game.
2. The order moves to **Accepted**, then **Paid**, then **Closed**. The thread is locked once the order is closed, and archived a week later.

What success looks like

Your order shows **PAID** then **CLOSED**, the agreed ISK is in your wallet, and the items are gone from your hangar. Nothing else to do.

Order Statuses

Status	What it means	What you do
Ready to contract	The payout is final	Create the contract (Step 6), then press I Created the Contract
Pricing review	Staff need to price something or give a second approval	Wait for the payout to appear in your thread

Status	What it means	What you do
Needs info	Staff asked you a question	Answer in your thread
Contract created	You reported your contract	Wait for staff to accept it
Accepted	Staff accepted your contract in EVE	Nothing; payment is recorded next
Paid, then Closed	Done	Nothing
Rejected or Canceled	Ended without payment	Read the reason in your thread; ask staff if unsure

Until staff accept your contract, you can cancel with the **Cancel Order** button in your thread. It cancels immediately.

If Something Goes Wrong

What you see	What to do
<i>Verify your linked Discord account to appraise items</i>	Click Verify Discord on the page, approve it in Discord, then click Get Jita prices again.
<i>Your EVE sign-in has expired</i>	Click Sign in with EVE , then try again.
<i>An in-corp GFVX pilot is required</i>	The pilot you signed in with, or one of your linked alts, must be in GFVX. Link an in-corp pilot in the Member Portal (SOP-M02).
<i>The buyback bot is offline</i>	The Discord bot is restarting or down. Try again in a few minutes.
<i>You already have an order request waiting for Discord</i>	Your last order is still being opened. Wait for it, then create the next one.
<i>A wanted-board request changed while you were quoting</i>	Someone else's order took part of a Wanted Board request. Click Get Jita prices again for a fresh quote.
<i>This paste is too large</i>	Split your items into smaller pastes (up to 200 different items each) and sell them as separate orders.
<i>The order stays on Request received for more than a few minutes</i>	Do not resubmit. Ask in #help-desk with the time you submitted.
<i>Recipient must be Aurelia Asset Holdings. Do not contract to GFVX, My Corporation, or a character.</i>	Type Aurelia Asset Holdings in the I Created the Contract form. If your EVE contract went to anyone else, delete it in EVE and make a new one to Aurelia Asset Holdings.
<i>Only the order seller can confirm this contract</i>	Press the button with the Discord account that created the order.

Good to Know

- The quote is an estimate using the policy and Jita prices at the moment you clicked. If anything changes, staff confirm the final amount in your thread before you contract.
- Quotes use top-of-book prices, so very large quantities may not all sell at that price in Jita. Staff take that into account.
- Taxes, hauling, and contract fees are not included in the quote.
- Raw and compressed ore are different items with their own prices.
- Very large payouts (over 250 million ISK) need a second staff approval before they are ready to contract, so they can take a little longer.
- The website is the easiest way to sell. You can also start from Discord; see *Starting an Order in Discord* below.

Starting an Order in Discord

If you prefer, start from the **GFVX Materials Buyback** panel in #ore-buyback:

1. Make an appraisal of your items on **Janice** (janice.e-351.com) for Jita 4-4 and copy its link.
2. Press **Start Official Buyback** and fill in your EVE seller character, your items and quantities, your current or delivery location, and the Janice link on the first line of the last box (anything after it becomes a note).
3. Ore, ice, gas, and planetary materials are priced automatically at the policy rate. Anything else waits for staff to price it.
4. Your private order thread opens, and everything from Step 5 onward is the same.

Each Janice link can be used for one order only.

Need Help?

For a specific order, ask in that order's private thread so staff have the details. For anything else, ask in **#help-desk**.

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